Bangladesh Hi-Tech Park Authority
Information and Communication Technology Division
Ministry of Posts, Telecommunications & Information Technology
BCC Bhaban, Agargaon, Dhaka-1207
www.bhtpa.gov.bd

GUIDELINE FOR THE DECLERATION OF PRIVATELY OPERATED (NON-BHTPA) SOFTWARE TECHNOLOGY PARK

Software Technology Park: Software Technology Park (STP) is an IT/ITES production facility in accordance with definition stated in 2(Ka) (6) of Bangladesh Hi-Tech Park Authority Act, 2010.

1. Land Title:

a) The applicant is required to have clear ownership document of the land/ premise or clear lease agreement of the land.
b) In case of possession by tenancy agreement, the applicant is required to have deed of agreement for occupancy for at least next 5 years.

2. Area:

Minimum area required for Private Software Technology Park is at least 50 (Fifty) Sq. feet working space per employee and minimum number of 200 employees (IT/ITES) in a single premise. There may be one or more company in that premise.

3. Power & Power-Back-up:

Provision for 24x7 uninterrupted power supply need to be in place.

4. Air-Conditioning:

Adequate cooling system and Central Air-Conditioning need to be installed in place

5. Concealed Cabling:

Provision for concealed ducting for power, telecom and data cables in the Building.

6. Parking:

Adequate Parking facility - design approved by the competent government agencies.

7. Telecommunication Infrastructure:

Provision for high speed fiber optic connectivity need to be in place.

8. Security & Access Control:

a) 24 Hrs Central Security Measures.
b) CCTV
c) Digital verification/ record system for all (employee/ visitors).
d) Provision for Access Control Systems to be installed as required by Tenant.

হোসনে আরা বেগম এনডিসি
অতিরিক্ত সচিব,
বাংলাদেশ হাই-টেক পার্ক কর্তৃপক্ষ
ও যোগাযোগ প্রযুক্তি বিভাগ
তথ্য ও যোগাযোগ প্রযুক্তি মন্ত্রণালয়